

HENNEPIN COUNTY



WALTER P. HALSTEAD, Director

OFFICE OF CIVIL DEFENSE

3524 HENNEPIN AVENUE • MINNEAPOLIS 8, MINNESOTA

April 3, 1967

STATINTL

[REDACTED], Chief
Presentations Staff
Office of Current Intelligence
Central Intelligence Agency
Washington, D. C.

Dear [REDACTED] STATINTL STATINTL

I received information today from [REDACTED] that you were kind enough to make some change in your personal plans to enable you to be with us at our Industrial Conference in Minneapolis on Thursday, April 27, 1967. The Conference will be held at the Sheraton-Ritz Hotel in Minneapolis, with the registration at 9:00 A.M. and your talk scheduled for 9:30 to 10:30 - 10:45 A.M.

I am particularly pleased with your personal acceptance for I had the opportunity of attending your briefing at the Pentagon last week in conjunction with the U. S. Civil Defense Council Conference. I have had considerable experience in this field having been active in the Navy Reservist Program for the past 24 years and recently was Commanding Officer of an Naval Air Reserve Intelligence Unit and am currently still active with that organization. I am sure that the business community of the Twin Cities who will be represented at this conference will be as interested in the information you have to offer as I was.

The Industrial Conference that you are participating in is conducted under the auspices of the General Extension Division of the University of Minnesota, and is being co-sponsored by the Chambers of Commerce of Minneapolis and St. Paul. Some 3,000 or 4,000 letters have been sent out by the Twin Cities Chambers to business and industry in this area. We would anticipate a response of 200 to 300 individuals who, in the most part, will be Facilities Protection Officers for their particular industries. However, inasmuch as I have very good personal contact with a large number of top management people, I am going to make a point of inviting quite a number of them to come in at least for your portion of the program so I am sure that you will have a worthwhile audience, both in numbers and in quality.

Colonel Robert J. Elliott, Director of the U of M General Extension Division, will be contacting you very shortly as to the arrangements for your flight and per diem expenses. I would presume that you will come from Washington on the afternoon or evening of the 26th. We have an excellent direct flight at that time. I will meet you at the airport and if your flight hours are such that you have not had dinner, I will be happy to have you as my guest. We will plan to reserve a room for you at the Sheraton-Ritz.

Your portion of the program is scheduled for the morning, and it will be possible for you to take an afternoon plane and be back in Washington quite early the

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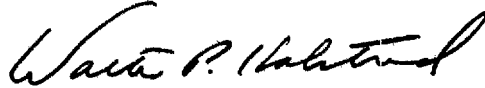
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evening of the 27th. The program will be concluded by 3:00 P.M. and, if possible, we would like to have you stay until that time. I would suggest that you make flight reservations as soon as you decide your schedule for the better non-stop flights are usually filled quite well in advance. STATINTL

I note in the copy of your letter to Mr. Marty which [REDACTED] sent to me for information, that you will wish to use 8 x 10" Vu-graphs. We will have this, and any other equipment you might need in your presentation, available with an operator to assist you.

Let me thank you again for your kindness in accepting this engagement and I am sure, from my previous experience in listening to your briefing, that your appearance will be the highlight of the Conference.

Sincerely yours,



Walter P. Halstead, Director
Hennepin County Office of Civil Defense and
Disaster Planning

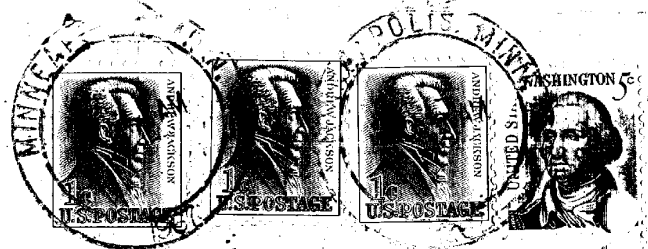
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VIA AIR MAIL



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